

Title 428 - BOARD OF PUBLIC ROADS CLASSIFICATIONS AND STANDARDS

Chapter 4 - Instruction Manual for Standardized System of Annual Reporting (Continued)

ATTACHMENT 1 - NBCS FORM 1a-1e

ROAD - STREET - HIGHWAY BUDGET & EXPENDITURE REPORT
TO
BOARD OF PUBLIC ROADS CLASSIFICATIONS AND STANDARDS

MUNICIPALITY / COUNTY / STATE FISCAL YEAR ENDING

ITEM NO.	ITEM	BUDGET FISCAL YEAR	ACTUAL EXPENDED FISCAL YEAR	BUDGET NEXT YEAR
	PERSONAL SERVICES			
103	SALARIES			
	103.01 Administrative			
	103.02 Engineering			
	103.03 Maintenance			
	103.04 Construction			
	103.06 Clerical			
	103.06 Custodial			
108	INSURANCE PREMIUMS			
	108.01 Workmans Compensation			
	108.02 Health & Accident			
	108.03 Group			
	108.04 Life			
109	RETIREMENT CONTRIBUTIONS			
110	OLD AGE, SURVIVORS & DISABILITY INSURANCE			
113	OTHER PERSONAL SERVICES			
115	UNEMPLOYMENT CONTRIBUTIONS			
	OPERATING EXPENSES			
201	POSTAL SERVICES			
202	TELEPHONE SERVICES			
204	RADIO REPAIR			
205	UTILITIES			
	205.01 Electricity			
	205.02 Water			
	205.03 Heating Fuel			
	205.04 Sewer			
	205.05 Garbage			
TYPED OR PRINTED NAME AND TITLE:		SIGNATURE:		

Title 428 - BOARD OF PUBLIC ROADS CLASSIFICATIONS AND STANDARDS

Chapter 4 - Instruction Manual for Standardized System of Annual Reporting (Continued)

ATTACHMENT 1 (Continued)

ROAD - STREET - HIGHWAY BUDGET & EXPENDITURE REPORT

ITEM NO.	ITEM	BUDGET FISCAL YEAR	ACTUAL EXPENDED FISCAL YEAR	BUDGET NEXT YEAR
	OPERATING EXPENSES (continued)			
206	INSURANCE PREMIUMS			
	206.01 General Liability			
	206.02 Physical Damage			
207	EMPLOYEE BONDS			
211	DATA PROCESSING COSTS			
212	OFFICE EQUIPMENT REPAIR			
213	BUILDING REPAIR			
214	ROAD EQUIPMENT REPAIR (Parts)			
215	ROAD EQUIPMENT REPAIR (Labor)			
216	OTHER EQUIPMENT REPAIR			
217	TRAVEL EXPENSES			
	217.01 Meals			
	217.02 Lodging			
	217.03 Transportation			
218	OTHER OPERATING EXPENSES			
	218.01 Dues, Subscriptions, Registrations			
	218.02 Maintenance Work by Others			
	218.03 Snow Removal by Others			
222	EXPRESS AND FREIGHT			
225	CONSULTING FEES			
	SUPPLIES AND MATERIALS			
301	SUPPLIES			
	301.01 Office			
	301.02 Chemical			
	301.03 Janitorial			
	301.04 Technical			
	301.05 Medical			
	301.06 Shop Supplies			
	301.07 Plumbing			
	301.08 Electrical			
	301.09 Shop Tools			
	301.10 Small Tools, etc.			

NBCS Form 1b, April 1978

Chapter 4 — Instruction Manual for Standardized System of Annual Reporting (Continued)

ROAD · STREET · HIGHWAY BUDGET & EXPENDITURE REPORT

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Title 428 — BOARD OF PUBLIC ROADS CLASSIFICATIONS AND STANDARDS

Chapter 4 — Instruction Manual for Standardized System of Annual Reporting (Continued)

ATTACHMENT 1 (Continued)

ROAD - STREET - HIGHWAY BUDGET & EXPENDITURE REPORT

ITEM NO.	ITEM	BUDGET FISCAL YEAR	ACTUAL EXPENDED FISCAL YEAR	BUDGET NEXT YEAR
	CAPITAL OUTLAYS (continued)			
502	BUILDINGS			
503	MACHINERY & EQUIPMENT			
	503.01 Cars			
	503.02 Pickups			
	503.03 Trucks			
	503.04 Industrial Tractors			
	503.05 Dozer Tractors			
	503.06 Loaders			
	503.07 Motor Graders			
	503.08 Snow Moving Equipment			
	503.09 Street Sweepers			
	503.10 Asphalt Equipment			
	503.11 Radio Equipment			
504	ENGINEERING & TECHNICAL EQUIPMENT			
505	OFFICE EQUIPMENT			
506	SPRAYING EQUIPMENT			
511	OTHER EQUIPMENT			
512	HIGHWAY, ROAD & STREET CONTRACTS			
	512.01 Armor Coating			
	512.02 Grading			
	512.03 Storm Sewer			
	512.04 Curb & Gutter			
	512.05 Bituminous Surfacing			
	512.06 Concrete Surfacing			
	512.07 Structures, Pipes & Box Culverts			
	512.08 Sidewalk			
	512.09 Traffic Service			
	512.10 Street Services (County)			
	512.11 Bridges			

NBCS Form 1d, April 1978

ATTACHMENT 1 (Continued)

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Title 428 — BOARD OF PUBLIC ROADS CLASSIFICATIONS AND STANDARDS

Chapter 4 — Instruction Manual for Standardized System of Annual Reporting (Continued)

ATTACHMENT 2 — NBCS FORM 2

ROADS & STREETS FINANCIAL REPORT
TO
BOARD OF PUBLIC ROADS CLASSIFICATIONS AND STANDARDS
MUNICIPALITY/COUNTY/STATE _____ FISCAL YEAR ENDING _____

		ESTIMATED FISCAL YEAR REVENUE ESTIMATES	ACTUAL FISCAL YEAR REVENUE	NEXT FISCAL YEAR REVENUE ESTIMATES
BEGINNING CASH BALANCE				
LOCAL SOURCES (COUNTY & MUNICIPALITY)				
300.	Property Tax			
310.	Inheritance Tax			
315.02	Local Sales Tax			
316.01	Wheel Tax			
317.	Special Assessments			
318.	Occupation Tax			
353.	In Lieu of Taxes			
510.01	Interest on Investments			
520.01	Bond Proceeds			
520.02	Registered Warrants			
530.	Sale of Property			
590.	Transfers from Other Funds (Specify)			
	Miscellaneous Revenue (Specify)			
	Township Sources (Specify)			
STATE SOURCES				
341.01	State Aid Bridge Funds			
341.02	Emergency State Aid			
344.01	Homesite Exemption Allocation			
344.02	Personal Property Tax Relief Allocation			
346.01	Motor Vehicle Pro Rate Allocation			
347.01	Highway/Street Allocation			
347.02	Road Incentive Payments			
347.03	Make Up Funds			
347.04	State Highway Urban Maintenance			
352.01	Relinquished Funds			
	Other (Specify)			
FEDERAL SOURCES				
330.20	Highway Safety Funds			
331.01	Revenue Sharing Funds (Roads & Streets)			
333.01	Federal Aid Secondary Funds			
334.01	Emergency Flood Relief			
335.01	Forest Reserve			
	Other (Specify)			
TOTAL REVENUE ▶▶▶▶▶				
EXPENDITURES FROM NBCS FORM 1a				
ENDING CASH BALANCE				

NBCS Form 2, April 1978

Title 428 - BOARD OF PUBLIC ROADS CLASSIFICATIONS AND STANDARDS

Chapter 4 — Instruction Manual for Standardized System of Annual Reporting (Continued)

ATTACHMENT 4 - NBCS FORM 4

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Chapter 4 — Instruction Manual for Standardized System of Annual Reporting (Continued)

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Title 428 — BOARD OF PUBLIC ROADS CLASSIFICATIONS AND STANDARDS

Chapter 4 — Instruction Manual for Standardized System of Annual Reporting (Continued)

ATTACHMENT 6 — NBCS FORM 6

CERTIFICATION
TO
BOARD OF PUBLIC ROADS CLASSIFICATIONS AND STANDARDS

In compliance with the provisions of the State of Nebraska Statutes Requiring Annual reporting to the Board of Public Roads Classifications and Standards, the Village of
City of County of or
the Department of Roads hereby certifies that the minimum standards of design, construction, and maintenance of roads, streets, and highways under their authority have been met; and all tax revenues, including State, County and Municipal tax revenues as well as highway-user revenue allocations for roads, streets, and highways, has been expended in accordance with approved plans and standards and the rules and regulations of the Board of Public Roads Classifications and Standards for the period beginning 19..... and ending 19.....

Documentation in support of this certificate is on file in the office of the appropriate official and this information is available to the Board upon written request and is located at
.....
(Address)

On this day of 19.....
ATTEST:

.....
(Name of Political Subdivision)

SEAL

.....
(Signature of County Highway or
City Street Superintendent)

.....
(Title)

On this day of 19.....
ATTEST:

.....
(Signature Chairman of County Board/Mayor/
President/Chief Executive Officer/ City Council)

Title 428 - BOARD OF PUBLIC ROADS CLASSIFICATIONS AND STANDARDS

Chapter 4 - Instruction Manual for Standardized System of Annual Reporting (Continued)

ATTACHMENT 7 - NBCS FORM 1f WITH INSTRUCTIONS

Page of Pages

ROAD AND BRIDGE CONTRACTS REPORT
TO
TO THE BOARD OF PUBLIC ROADS CLASSIFICATIONS AND STANDARDS

COUNTY FISCAL YEAR July 1 to June 30

	PROJECT NUMBER	PROJECT NUMBER	PROJECT NUMBER
\$12.01 Armor Coating			
\$12.02 Grading			
\$12.03 Storm Sewer			
\$12.04 Curb & Gutter			
\$12.05 Bituminous Surfacing			
\$12.06 Concrete Surfacing			
\$12.07 Structures, Pipes & Box Culverts			
\$12.08 Sidewalk			
\$12.09 Traffic Service			
\$12.10 Street Services (County)			
\$12.11 Bridges			
PROJECT TOTAL	\$	\$	\$

	PROJECT NUMBER	PROJECT NUMBER	PROJECT NUMBER
\$12.01 Armor Coating			
\$12.02 Grading			
\$12.03 Storm Sewer			
\$12.04 Curb & Gutter			
\$12.05 Bituminous Surfacing			
\$12.06 Concrete Surfacing			
\$12.07 Structures, Pipes & Box Culverts			
\$12.08 Sidewalk			
\$12.09 Traffic Service			
\$12.10 Street Services (County)			
\$12.11 Bridges			
PROJECT TOTAL	\$	\$	\$

☐ This is to certify that no CONTRACT PROJECTS costing in excess of ten thousand dollars were completed during this fiscal year.

CHAIRMAN, County Board

Title 428 — BOARD OF PUBLIC ROADS CLASSIFICATIONS AND STANDARDS

Chapter 4 — Instruction Manual for Standardized System of Annual Reporting (Continued)

ATTACHMENT 7 (Continued)

39-810 R.R.S. NEBR 1943

..... All contracts for bridge erection or repair, approaches thereto, culverts, or road improvements in excess of ten thousand dollars shall require individual cost accounting records on each individual project. The total costs of each such separate project shall be included in the annual records to the Board of Public Roads Classifications and Standards as required by Section 39-2120.

- (1) All costs charged to the project shall be reported. Total project costs shall be reported AFTER PROJECT COMPLETION and final payment is made for projects costing in excess of ten thousand dollars. Report all contract projects completed during the fiscal year.
- (2) DO NOT report costs or payments on partially completed projects.
- (3) If your county completed no contract projects costing in excess of ten thousand dollars during the fiscal year, please complete the certification at the bottom of Form 1f.
- (4) Reporting date. Prior to October 1.

As Adopted By

The Board of Public Roads
Classifications and Standards

Effective
March 19, 1976